

THE MINUTES OF THE REGULAR MONTHLY MEETING
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE CITY OF NEWPORT, RHODE ISLAND
HELD ON THE ELEVENTH DAY OF SEPTEMBER 2012

The Commissioners of the Housing Authority of the City of Newport, Rhode Island met in regular session at the Administration Office Newport, Rhode Island at 5:00 p.m. on September 11, 2012.

Roll call followed the Pledge of Allegiance and Silent Prayer:

PRESENT:

Chair	Frank Landry
“	Frank Coleman
“	Frank McCauley
“	Charles Laranjo
“	

ABSENT: Commissioner Cheryl Abney

ALSO PRESENT: Attorney Joseph J. Nicholson, Jr.

Upon a motion by Commissioner Laranjo, seconded by Commissioner McCauley, and unanimously carried, the minutes of the regular monthly meeting held on August 14, 2012 were approved.

Under communications to this month’s Board meeting, the Secretary presented the resignation of Commissioner Frye Leinhos from the HACN Board. Commissioner Frye Leinhos will be relocating with her family to the West Coast to pursue a doctoral degree.

Upon a motion by Commissioner Laranjo, seconded by Commissioner McCauley, and unanimously carried, the correspondence was received and authorization was given to the Secretary to prepare a Board Resolution for adoption at the next regular monthly meeting thanking Amanda for her dedication and commitment to the Authority and its residents.

The Secretary requested authorization and approval of the monthly bills.

Upon a motion by Commissioner Coleman, seconded by Commissioner McCauley, and unanimously carried, payment of the bills was approved.

The Secretary presented to the Commissioners a recommendation to authorize the Executive Director to send a notice of interest to join the litigation and authorize the disbursement of \$4,000 from the Central Office Cost Center funds which are not federalized funds and deemed appropriate for this activity by NAHRO and PHADA’s legal counsel.

Upon a motion by Commissioner Coleman, and seconded by Commissioner McCauley, and unanimously carried, authorizing the Executive Director to send the notice of interest for the litigation.

The Secretary requested authorization and approval of the following payment:

a). Authorization and approval for payment #1 to Advanced Building Concepts in the amount of \$67,188.78 for the Earl Ave. Apartment Renovations.

Upon a motion by Commissioner Laranjo, seconded by Commissioner McCauley, and unanimously carried, payment of requisition #1 to Advanced Building Concepts was approved.

The Secretary requested authorization and approval to dispose of assets of office equipment / copiers.

Upon a motion by Commissioner Laranjo, seconded by Commissioner Coleman, and unanimously carried, request for disposition of assets was approved.

The Secretary requested authorization to approve the selection of Klein Hornig, LLP to provide the necessary legal services on an as needed basis based on the hourly rates provided with the proposal and authorization for the Executive Director or Board Chairperson to execute the contract.

Upon a motion by Commissioner Laranjo, and seconded by Commissioner Coleman, and unanimously carried, the legal services selection and authorization for the Executive Director or Board Chairperson to execute the contract was approved.

The Secretary presented to the Commissioners the collection loss report requesting a write off in the amount of \$1,716.50 as uncollectible and classified as bad debt.

Upon a motion by Commissioner McCauley, and seconded by Commissioner Coleman, and unanimously carried, the write off in the amount of \$1,716.50 was approved.

The Secretary submitted to the Board the Consent Calendar items which included the C.O.P. Report, Occupancy, Applications, & Section 8 Report, Resident Services Report.

Upon a motion by Commissioner Laranjo, seconded by Commissioner Coleman, and unanimously carried, the above Consent Calendar items were received as presented.

The Secretary submitted to the Board the Financial reports which include the Actual Year to Date Expenses and the Operating Reserve Analysis.

Upon a motion by Commissioner Laranjo, seconded by Commissioner Coleman, and unanimously carried, the above Financial Reports were received as presented.

The Secretary presented to the Board an updated Capital/ARRA Projects report regarding the Weidemann Court, Phase 5 Site, Earl Avenue Renovations, Chapel Terrace Painting, Energy Performance Contract and Maintenance Work at Park Holm, and Disaster Preparedness.

Upon a motion by Commissioner Laranjo, seconded by Commissioner Coleman, and unanimously carried, the report regarding the Capital/ARRA Project (s) updates were received as presented.

The Secretary presented to the Board the Newport Resident Council monthly report to be received.

Upon a motion by Commissioner Laranjo, seconded by Commissioner McCauley, and unanimously carried, the monthly report regarding the Newport Resident Council was received as presented.

Commissioners' Request (s):

The Chair requested the next regular board meeting take place on Tuesday, October 2, 2012 at 6:00 p.m. There were no objections from the Board.

Upon a motion by Commissioner McCauley, seconded by Commissioner Coleman, and unanimously carried, the meeting adjourned at 6:20 p.m.